

MEMORANDUM FOR: CIA Requirements Committee

SUBJECT : Requirements Committee Meeting, 20 March 1963 --  
Summary of Discussions and Actions taken

1. Preparation of Minutes

Regarding the keeping of minutes, the Chairman directed that a record of decisions made and action to be taken be prepared for each meeting and circulated to the Committee.

2. Progress Report on Requirements Coordination Staff

a. [ ] reported on activities and developments of the Requirements Coordination Staff. He said that the requirements registry was rapidly developing and expected it to be an all-source registry in fact by July of this year. To make this possible he said that the "substantive series" indexes must yet be published (probably by May 1963); [ ] Requirements indexed and incorporated in the system; the SIGINT listings expanded to cover community requirements; and a means developed to maintain aerial reconnaissance and EPIC listings.

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b. In reporting on the coordination-of-requirements situation, [ ] said that whereas some "requirement coordination" is now being performed that independent requirement activities and systems on a community, DD/I and office level continuously mitigate against efficient use of manpower and effective collection.

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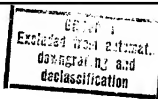
3. Consideration of Staff Papers Deferred

a. Mr. Cline announced the creation of an ad hoc task group to develop a plan for the establishment and operation of an all-source DD/I Center. As pertains to requirements the group would develop plans for an integrated requirement center which in turn would be a part of the DD/I Center. It would concern itself with solutions to requirement problems including the administration of collection guidance of all kinds involving substantive analytical judgments. He said consideration would be given to whether and when such a DD/I Requirements Center should be expanded into a national facility.

b. In view of the charge given the new task group, the Requirements Committee concluded that it would not take action on the three requirements-related papers\* which appeared on the Agenda. Rather these would be

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considered by the task group as part of the total requirements problem.

c. Mr. Cline announced the existence of a draft paper\*\* which contains suggestions concerning the direction and scope of planning for the proposed DD/I Requirement Center, and requested that it be referred to the above-mentioned task force and Requirements Committee members.

4. RCS Operations

The Requirements Coordination Staff was reminded that in the execution of its coordinating responsibilities that it should work closely with both collectors and production officers to the end that the best interests of the CIA are met.

5. DIA's Request for Evaluations

DIA's request for an evaluation of their reports was discussed (Ltr. to DCI from [redacted] C-27172/Q-2, 28 Feb 63). It was concluded that the CIA should express its willingness to cooperate but at the same time not commit itself to evaluating all "Information Reports" on a continuing basis. RCS was directed to draft a reply for the signature of the DD/I.

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Distribution:

Ray S. Cline - Chairman

Paul A. Borel - Vice Chairman

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Memorandum for CIA Requirements Committee dated 31 March 1963 --  
Subject: DD/I Collection Guidance Support Center.

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CIA REQUIREMENTS COMMITTEE

Wednesday, 20 March 1963, Room 7E30, CIA Hqs Bldg, 1400 Hours

AGENDA

1. Minutes  
Policy on keeping of minutes of Committee meetings.
2. Requirements Coordination Staff Activity  
Progress report by
3. Papers for Committee Discussion/Action
  - a - OCI paper on requirements facility needs and PKL.
  - b - "A Mechanism to Link PWIO's with Requirements and Collection"  
by J. J. Hitchcock
  - c - Proposal by Requirements Coordination Staff re establishment of  
of a national center.
4. Current DIA requirements policies affecting DD/I activities
  - a - Memorandum from Chief, Office of Requirements, DIA
  - b - DIA request for CIA participation in program to evaluate reporting  
responsive to SICR's.
5. Other business.



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Enclosures:

DIA Evaluation Memorandum and form  
Memorandum from Chief, Office of Requirements, DIA

Secretary

Distribution:

CIA Requirements Committee  
Ray S. Cline - Chairman  
Paul A. Borel - Vice Chairman



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CIA REQUIREMENTS COMMITTEE

Friday, 15 March 1963, Room 7E30, CIA Hqs Bldg, 1500 Hours

AGENDA

1. Minutes  
Policy on keeping of minutes of Committee meetings.
2. Periodic Reporting Lists  
Briefing on Periodic Reporting Lists (PRL) and discussion of  
CIA paper dated 31 January, circulated by [ ] under cover  
dated 5 March.
3. PNIO'S  
Discussion of paper by J. J. Hitchcock dated 20 February, circulated  
by Mr. Borel under cover dated 1 March.
- 25X1 4. Requirements Coordination Staff Activity  
Progress report by [ ]
5. Organization  
Proposal by ORR and OSI members of Requirements Coordination Staff  
re establishment of a national requirements center.
- 25X1 6. Critical Collection Priorities Committee  
Progress report by Chairman [ ]
7. Evaluation of SICR'S  
DIA request for CIA participation in program to evaluate reporting  
responsive to SICR's. (See attached) [ ]
8. Other business [ ]

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Secretary

Enclosures:

DIA Evaluation Memorandum and forms

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